

18 December 1972

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 50
11 - 15 December 1972

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1. [] OP, asked AIR for some rush figures on external training taken by female Agency employees during the past calendar year. This information was to be used in a meeting on 14 December with Messrs. Colby and Bavis, the EEO. We provided [] a rough total (277 instances of training, or about 10% of the total external training effort), broken down by these categories: Training Selection Board programs; full-time academic training of a semester or more; part-time academic; language; Department of Defense; Interagency programs; short, specialized courses at private firms; Foreign Service Institute area seminars; Foreign Affairs Executive Seminar; and "other." We did not include, at his request, external training taken by clerical employees. We also gave him some interesting projections for CY 1973, e. g., women nominees for the National War College,

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2. The Officer Training Branch, SAC Hqs., Offutt AFB, has requested CIA's CY 1973 requirements for the Ballistic Missile Staff Course by 22 December. They plan to allocate quotas by 29 December. Since the letter was not received in AIR until 14 December, we plan to base our reply on CY 1972 usage. After we receive our block quota of spaces, we will check with past users and Senior Training Officers re any new or revised requirements for the next year. The funding for this widely-used course is still in the OTR budget, but effective FY 74 budgeting for it will be decentralized to the users.

3. Five employees will be attending the 2 - 5 January running of the Advanced Imagery Interpretation Orientation Course, Offutt AFB. This course ran previously in October (OBGI, NPIC, OER, OSI employees in attendance) and was the first of a special series for Intelligence Community personnel not directly assigned to COMIREX components, but still involved in the design or implementation of the program, or users of the end product.

4. TSD is requesting enrollment, through CCS, of an engineer in a course "Direct Energy Conversion (DEC)," to be conducted at Arizona State University, 8 - 12 January. Project engineers in TSD's power sources program must keep updated on all phases of direct energy conversion. Because of the recent and rapid growth of DEC, few universities have offered formal instruction in this area. The course will cover the physical principles underlying all of the conversion devices and present a unified theory of energy convertors which enables them to be classified and compared. Tuition for this program is \$300.

5. The next Civil Service Commission's Productivity Management Workshop is scheduled for 5 February. As reported last week, we had received two nominees - one O/PPB and one OL, both under cover. This week two additional requests from OL; both overt.

For the Federal Executive Institute's special Seminar on Managing Productivity in Government, 22 - 26 January, five CIA employees will attend: [REDACTED]

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6. Status of enrollments for the next Foreign Affairs Executive Seminar (FAES), 8 January is still at five (DDS-OC, SSS, EUR(S), and DDI-NPIC, DCS). DDP/TRO informed AIR on 14 December that he is canvassing all Divisions and hopes to have a CS nominee for the course.

7. The OER Training Officer requested the extraction of training on OER personnel --on magnetic tape--from the Agency Training Record (ATR). While the information is available to individual offices in hard copy, this is the first time an office has requested the same information on magnetic tape. We assume this

results from the transfer of a former OCS programmer to OER. OER is willing to write the program and do the extraction. We discussed this request with our contacts in OCS and learned that if OER were to write such a program, OCS would have to release the entire ATR, which presents security problems. We have checked with SO/TR and are trying to work out with OCS the provision of the necessary information to OER, at the same time observing the security aspects and control of the ATR.

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8. [] Agency Historian, called to say that the DCI approved, in a conversation with Mr. Colby, a descriptive brochure as a record of the Cuban Missile Crisis exhibit. We had previously been charged with producing a film.

[]

Chief
Instructional Support Staff

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SIWA

18 December 1972

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Report of School of Intelligence
and World Affairs No. 50
11 - 15 December 1972

1. Midcareer Course

The experimental week on "Management Science for Intelligence" ended on 8 December with a generally favorable reaction from the students. Sixteen of the students rated the week as "Good," and slightly less than half thought the length of the segment was about right. Most felt that the Management Science field had some applicability to their present or future assignments. Many specific recommendations were made, however, as to how the course could be modified to meet better the needs of the Agency and the Midcareerists. This phase of the course will be repeated in M.C. #35. The Midcareer staff will be getting together with the Information Science staff soon to discuss plans for the next running, including changes which might be desirable.

Despite a few cancellations [] STATINTL
[] the three day session [] went well. Particularly well received was Richard Solomon, China expert on Kissinger's staff, who modestly asserted that his major contribution to the Nixon China visit, was a bit of Chairman Mao's poetry, which the President quoted at a banquet in Peking.

As a replacement for one of the cancelled speakers, [] of OCI and [] of OTR conducted a lively session on the M.A.G. program, stressing the interest which Mr. Colby has shown in using this middle-level advisory group as a management tool.

2. Support to Senior Seminar

Four members of the SIWA staff have been asked to help out with the third running of the Senior Seminar by acting as backup block managers. [] will be the backup for Block I, "The Senior Officer as Manager" (21-26 Jan.). [] will be the backup for Block II,

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"The Business of CIA" (29 Jan-9 Feb.). [] will be the backup for Block IV, "The U.S. and a Changing World" (20 Feb-9 Mar.) and Russ [] for Block VI, "Domestic Change of Relevance to CIA" (12-16 Mar.).

3. Area Roundtable Reviews Orientations for Dependents

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For the first time in its 13-year history, the Inter-agency Roundtable for Area Training has devoted a session to reviewing briefing programs for dependent wives assigned overseas. On 14 December, 12 organizations were represented at this session, which was hosted by A.I.D. Eight of the Government organizations represented regularly offer orientations for overseas assignees, including their dependents. Only four of these organizations could be accommodated for presentations on their programs, and hence it was agreed to devote another session to the same subject in late winter.

[] found the 14 December meeting highly informative. FSI's Mrs. Dorothy W. Stansbury, Chairwoman of the Wives' Seminar, described this two-week program which features about 25 guest specialists and is scheduled once each month. At Mrs. Stansbury's prompting, she and Marc plan to meet soon for an informal exchange of ideas and teaching resources. Mrs. Lois Butterfield made a similar presentation on A.I.D.'s five-day program for wives.

Bits of information which Marc recorded at this meeting include the following: A.I.D. spends between \$30,000 and \$40,000 to prepare and send a professional employee with family overseas; A.I.D. maintains two returnee wives in a consultant status at all times for lending assistance in its programs; A.I.D. and FSI both estimate that not more than 25% of their outbound dependent wives of professional employees attend the orientations; in recent years, Mrs. Stansbury has been extending direct invitations to Ambassadors' wives to attend and reports that about 150 of these have attended the regular Wives' Seminar thus far.

4. External Training

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[] attended a one-week seminar entitled "Behavioral Science Concepts for Foreign Affairs Analysts" at FSI this week.

5. Orientation for NSA Air Force Junior Officers

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Sixteen members of the NSA Air Force Junior Officers Council were given a half day's briefing at Headquarters on 12 December. The program included [] on the Role of the Agency in the Intelligence Community, a guided tour and briefing of the NPIC special display by [] and a tour of the Operations Center.

This was the sixth briefing conducted for special NSA groups during the past six months, four for Special Research Interns and two for the AF Junior Officers Council. The SIWA staff has some reservations as to the usefulness of these briefings, particularly for the AF junior officers who on both occasions have appeared generally disinterested in the program presented to them.

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7. Covert Tutorial

On Monday, 11 December [] handled a one-day tutorial session in cooperation with OS/ALS for an American non-official cover asset long stationed in Latin America. He is on temporary assignment here after which he will presumably return to Latin America. The topics were:

A.M.: Communism in the Developing Areas and Soviet Policy in Latin America

P.M.: Communist Tactics, Dissident Communist Parties and Contemporary Chinese Policy Toward Dissident Communist Parties.

8. Briefings

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On 8 December, at Headquarters, a CIA program was put on for the 16 members of the current FSI Administrative Operations and Management Course. [] opened with a briefing on CIA; followed by presentations by COMMO, Logistics, Finance, and Cover.

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On 11 December, a CIA program was put on for two successive classes at Yorktown High School in Arlington. In all, some 100 students were in attendance. [] gave a short introductory, showed the film, "Need to Know," and answered questions. The reception was good. However, two days later, we took some knocks when a speaker from the Peace Coalition criticized CIA for its part in the [] program.

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Chief, School of Intelligence
and World Affairs